

## Somers Board of Education Meeting

Tuesday, October 11, 2022 7:00 PM

Somers Board of Education Chambers, 1 Vision Boulevard, Somers, CT 06071

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
  1. Approval of September 26, 2022 BOE Draft Minutes 3  
The Board to review and approve the September 26, 2022 BOE draft minutes.
4. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
5. **CONSENT AGENDA**
  1. Warrant of October 11, 2022 8  
The Board to consent to the warrant of October 11, 2022.
  2. Maternity Leave  
Alicia White, Coordinator of Pupil Services, will be leaving on maternity leave effective 3/29/23.
6. **NEW BUSINESS**
  1. 1st Warning of DBS Code 4113.12 -- Personnel - Certified - Minimum Duty-Free Lunch Periods for Teachers 14  
1st Warning for DBS Code 4113.12 -- Personnel - Certified - Minimum Duty-Free Lunch Periods for Teachers.
  2. 1st Warning DBS Code 5113.2 - Students - Elementary and Secondary - Attendance 15  
1st Warning DBS Code 5113.2 - Students - Elementary and Secondary - Attendance.
  3. 1st Warning DBS Code 9325.2 - Bylaws of the Board - Time, Place, Notification of Meetings 17  
1st Warning DBS Code 9325.2 - Bylaws of the Board - Time, Place, Notification of Meetings.
7. **OLD BUSINESS**
  1. BOE Retreat Subcommittee  
BOE Retreat Subcommittee to schedule a meeting date.
8. **ADMINISTRATIVE REPORTS**
  1. Monthly Budget Report 19  
The Board to review the monthly budget report.
  2. 2022-2023 Organization Chart 21  
The Organization Chart for the 2022-2023 school year for the Board to view.
  3. October 1, 2022 Student Enrollment  
The Superintendent will present the October 1, 2022 student enrollment to the BOE.
  4. School Improvement Plans, District Improvement Plans, Strategic Plan, Budget, and Year BOE Goals  
Dr. Gagliarducci will give a PowerPoint presentation on school improvement plans, district improvement plans, strategic plan, budget, and year BOE goals for the Board.
  5. Interim Superintendent Yearly Goals  
Dr. Gagliarducci will submit his yearly goals as Interim Superintendent.
  6. Update on Video Streaming BOE Meetings 22  
Dr. Gagliarducci will update the BOE on the possibility of live streaming and recording BOE Meetings.
9. **COMMITTEE REPORTS**
  1. Curriculum
  2. Policy
  3. Planning
  4. Salary & Negotiations

10. **CREC UPDATE**
11. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
12. **ADJOURNMENT**

**Somers Board of Education Regular Meeting  
Board of Education Chambers  
September 26, 2022  
7 PM**

Present BOE Members: Anne Kirkpatrick, Kim Radziewicz, Krista Cherry, Mike Briggs, Ed DePeau, Marissa Marks, Jan Martin, Carl Stebbins, Chris Thiesing

Others: Dr. Paul Gagliarducci, Stephanie Levin, Dina Senecal, Caroline Hargraves, Christine Righter, Dr. Gina Kahn, Margot Martello, Jacqui Campbell, Paul Hart, Katie Hart, Laura Bittner, Emily Galloway, Melissa Mucci, Lisa Horan, DJ and Ruth Kibbe, Jim Formica, Emily Garcia Segal, Denise Collins, Barbara Anderson

**1. CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:00 p.m. by Chair Kirkpatrick in the BOE Chambers. Chair Kirkpatrick extended a welcome to staff, parents, and visitors.

**2. PLEDGE OF ALLEGIANCE**

**3. AWARDS AND RECOGNITIONS**

**3.1. Teacher of the Year**

**Rationale:** The Board of Education will recognize Laura Bittner, 2023 Teacher of the Year. Mrs. Margot Martello, Principal of Mabelle B. Avery Middle School, will introduce her to the BOE.

**Discussion:** Mrs. Margot Martello, MBA Principal, introduced Ms. Laura Bittner, 6th Grade LA Teacher, as 2023 Teacher of the Year to the BOE. Mrs. Martello stated that Ms. Bittner is well respected among staff, parents, and students and understands the value of being a team member. She utilizes data to inform instruction and goes above and beyond to connect with all students. Because of the positive relationship with students, students want to perform better to make her proud. Mrs. Martello shared comments from a parent who stated that her positive attitude at work helps students learn to love Language Arts and learn to connect with the material. She takes extra time to write notes to her students commenting on their hard work. One student wrote that Ms. Bittner was the best teacher she ever had. She encourages students and comforts students or staff if they're having a difficult day. She inspires students to perform to their best ability and is compassionate. Mrs. Martello stated that Ms. Bittner is an amazing asset to the MBA team. The BOE presented her with a gift.

**3.2. ParaEducator of the Year**

**Rationale:** The Board of Education will recognize Barbara Anderson, ParaEducator of the Year. Mrs. Melissa Mucci, Principal of Somers Elementary School, will introduce her to the BOE.

**Discussion:** Mrs. Melissa Mucci, SES Principal, introduced Ms. Barbara Anderson, SES ParaEducator, as 2023 ParaEducator of the year to the BOE. Mrs. Mucci has known Ms. Anderson for the past ten years. She stated that she is consistent, conscientious and adjusts to new positions easily. Ms. Anderson found her home in PreK working primarily with three to four-year-old students. For the majority of these students, this is the first time entering a school setting where they are greeted with love from Ms. Anderson. She works collaboratively with the supervising teacher and implements instructional strategies. She is described as motivated with a self-starting attitude. She is more than willing to work with small groups and understands her students, with whom she develops long-lasting relationships. She seeks out Professional Development to understand the reasoning behind the teaching instruction. Mrs. Mucci stated that working with Ms. Anderson is a privilege. Mrs. Mucci described Ms. Anderson as selfless as she described her actions towards Mrs. Mucci's father. She stated that Ms. Anderson appreciates all human beings and her actions do not go unnoticed. The BOE presented Ms. Anderson with a gift. Dr. Gagliarducci stated that the speech on Convocation Day was very special and a moving tribute to the staff and children she works with.

#### 4. APPROVAL OF MINUTES

##### 4.1. Approval of September 12, 2022 BOE Draft Minutes

**Rationale:** The Board to review and approve the September 12, 2022 BOE draft minutes.

**Motion** to approve the September 12, 2022 draft minutes. This motion, made by Ed DePeau and seconded by Jan Martin, Carried. **Yea: 9, Nay: 0**

#### 5. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

**Motion** to add agenda item 7.1 -- Discussion of Livestreaming BOE Meetings. This motion, made by Chris Thiesing and seconded by Mike Briggs, Carried. **Yea: 9, Nay: 0**

#### 6. CONSENT AGENDA

**Motion** to approve Consent Agenda. This motion, made by Kim Radziewicz and seconded by Jan Martin, Carried. **Yea: 9, Nay: 0**

##### 6.1. Warrant of September 26, 2022

**Rationale:** The Board to consent to the warrant of September 26, 2022.

##### 6.2. Resignations

**Rationale:** The Board to consent to the resignations of:

- Cheryl Gustafson, SHS Assistant Principal, effective 10/21/22
- Matt Rafala, SHS ParaEducator, effective 9/15/22

#### 7. NEW BUSINESS

### 7.1. Discussion of Livestreaming BOE Meetings

**Rationale:** The Board to discuss livestreaming of BOE meetings.

**Motion** to investigate the possibility of video streaming meetings; that the Superintendent report back as to the cost and feasibility of installing video streaming equipment; and that the BOE vote on this project once the report has been finalized. This motion, made by Chris Thiesing and seconded by Carl Stebbins, Carried. **Yea: 9, Nay: 0**

**Discussion:** Discussion ensued regarding the cost and timeline for livestreaming meetings. Dr. Paul Gagliarducci will be meeting with Rob Wilson, Director of Technology and Information Services, and Jim MacFeat, Maintenance Supervisor, regarding systems and platforms (i.e. YouTube) used by other districts and the town. Once more information is obtained, the Policy Committee will meet and establish guidelines.

## 8. OLD BUSINESS

### 9. ADMINISTRATIVE REPORTS

Dr. Gagliarducci reported that:

- Changes are being made to the organizational chart for the district based on comments from the administration. As per policy, staff numbers will be added within the chart.
- The October 1st enrollment count will be presented.
- A report will be given regarding one of Mrs. Gustafson's responsibilities regarding district safety and security. Mrs. Stephanie Levin, Director of Business Services, will assume responsibility for this, resulting in a change to an employee who assists Mrs. Levin. There will be a motion by the BOE at the next meeting.

Chair Kirkpatrick stated that all committee assignments have been made and posted on the SPS website. Chair Kirkpatrick, Vice Chair Radziewicz, and Jan Martin will be attending the webinar on CAFE Parliamentary Procedure. CAFE will also have a workshop on 10/12/22 on legal issues that will be held in Hartford. There will be a small variation to the table setup at the next BOE meeting.

## 10. COMMITTEE REPORTS

### 10.1. Curriculum

**Discussion:** Jan Martin reported that the next meeting will be held on 10/24/22 at 6 p.m.

### 10.2. Policy

**Discussion:** Chair Kirkpatrick reported that the committee met on 9/26/22. There will be three policies to warn at the next BOE meeting. One of the policies will be to adjust the order of the BOE agenda in which the Administrative Reports will be at the beginning of the meeting.

### 10.3. Planning/Finance

**Discussion:** Vice Chair Radziewicz reported that the committee met on 9/26/22 to discuss the budget meeting calendar. Stephanie Levin, Director of Business Services, attended the meeting. There will be an additional one to two committee meetings prior to the budget being presented to the BOE in early January (11/14/22 and 12/13/22).

### 10.4. Salary & Negotiations

**Discussion:** Carl Stebbins reported that the SEA bargaining agreement will be going into Executive Session this evening following the BOE meeting.

## 11. CREC UPDATE

**Discussion:** Krista Cherry reported that the technical services agreement and first fiscal report of the year were discussed. Chris Thiesing will be the new CREC representative. She stated that meetings are virtual and in person. Chris Thiesing will attend the next meeting on 10/19/22, either virtually or in person.

Marissa Marks commented on the BOE Retreat AD Hoc Committee stating that she met with Dr. Gagliarducci and Dr. Gina Kahn to go over goals and plans for the retreat. Dr. Gagliarducci introduced Dr. Kahn to the BOE. They will facilitate the retreat if approved. Dr. Kahn and Dr. Gagliarducci had previously worked together in another district. She served in a variety of roles, including grant writing, Director of District Safety Programs, and Director of Drug Abuse Prevention Programs. There will be three different sessions (Getting Effective, Being Effective, and Staying Effective) which will require the BOE to determine the dates. Meetings may be posted but held in Executive Session. Dr. Kahn stated that it will be an honor to work with the BOE. Dr. Gagliarducci recommended the BOE vote on this as an agenda item for the next BOE meeting. The BOE agreed to move forward with this. Dr. Gagliarducci thanked Dr. Kahn for attending the BOE meeting.

## 12. AUDIENCE TO CITIZENS/STAFF/STUDENTS

- Donna Kibbe addressed the BOE stating that she is excited about livestreaming BOE meetings and the AD Hoc retreat. She congratulated the Teacher of the Year and ParaEducator of the Year. She commented on her concerns regarding the changes in staff at SPS and wants to make sure that the work that had started with diversity and equity continues.
- Lisa Horan corroborated Mrs. Kibbe's concern regarding DEI policies and principles within SPS and plans moving forward. She is also excited about the BOE retreat. Given the level of Mrs. Gustafson's involvement, she questioned the progression of the curriculum and instruction. Dr. Gagliarducci ensured that he has met very dedicated staff, and the BOE is committed to finding the right person. Every Wednesday he will meet with the administrative team to discuss these issues. Dr. Gagliarducci stated that he is meeting new staff and will continue to take comments seriously.

Dr. Gagliarducci asked the BOE to reconvene after the BOE meeting for a superintendent search committee meeting.



# Somers Board of Education General Budget Treasury Warrant

Report # 76639

Check Batch: 49600  
 Check Header: (N/A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (N/A)  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by: Stephanie Lewin      Date: 10/6/2022  
 Stephanie Lewin, Director of Business Services

49600	22170	10/11/2022	V62704	A&D Portable Rentals	0.00	285.00
	22171	10/11/2022	V52404	Allstate Fire Equipment	0.00	3,487.00
	22172	10/11/2022	V60790	Alternative Access Assistive Technology	0.00	3,971.00
	22173	10/11/2022	V52670	SYNCB/AMAZON	0.00	1,391.07
	22174	10/11/2022	V60064	Angeloni Refrigeration, LLC	0.00	911.64
	22175	10/11/2022	V60040	Anthem Life Insurance Company	0.00	2,891.16
	22176	10/11/2022	V02141	Apple Inc.	0.00	3,685.65
	22177	10/11/2022	V51604	Awards & More	0.00	116.00
	22178	10/11/2022	E01262	Bartlett, Kelly	0.00	35.00
	22179	10/11/2022	E00450	Bergamini, Lisa	0.00	28.13
	22180	10/11/2022	V61672	Best Plumbing Specialties	0.00	39.36
	22181	10/11/2022	V61561	Bulk Book Store	0.00	503.70
	22182	10/11/2022	V54308	CENGAGE Learning	0.00	50.00
	22183	10/11/2022	V60574	CLG Electric LLC	0.00	2,705.00
	22184	10/11/2022	V51942	Connecticut Business System LLC	0.00	2,012.42
	22186	10/11/2022	V02198	The Connecticut Water Company	0.00	4,805.16
	22187	10/11/2022	V61473	COX Business	0.00	203.34
	22188	10/11/2022	V000026	DeDominicis, Anthony	0.00	375.00
	22189	10/11/2022	V61671	Environmental Systems Corp.	0.00	4,083.53
	22190	10/11/2022	V00159	Eversource Energy	0.00	21,362.08

# Somers Board of Education General Budget Treasury Warrant

Report # 76639

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	22191	10/11/2022	V02186	Film Scientific, Inc.	0.00	13.01
	22192	10/11/2022	V60951	Follett School Solutions, Inc	0.00	589.01
	22193	10/11/2022	V60071	Hampden Engineering	0.00	762.00
	22194	10/11/2022	V21219	Hartford Sprinkler Co., Inc	0.00	600.00
	22195	10/11/2022	V62833	Home Depot Pro, The	0.00	35.88
	22196	10/11/2022	V00564	Hillyard-New England	0.00	45.10
	22197	10/11/2022	V21177	Home Depot CRC	0.00	82.23
	22198	10/11/2022	V61403	Hooker & Holcombe, Inc	0.00	3,081.25
	22199	10/11/2022	V60043	IVEY Industries	0.00	431.45
	22200	10/11/2022	V60521	IXL Learning	0.00	869.00
	22201	10/11/2022	V02682	Junior Library Guild	0.00	1,602.72
	22202	10/11/2022	V02625	K & S Distributors	0.00	1,504.00
	22203	10/11/2022	V61604	Kelly Refrigeration & Freezer	0.00	475.00
	22204	10/11/2022	V00665	Kelly-Fradet Lumber	0.00	18.40
	22205	10/11/2022	V51340	Life Safety Service & Supply LLC	0.00	950.58
	22206	10/11/2022	V60467	MFAC, LLC	0.00	286.65
	22207	10/11/2022	V02898	Magnakleen Services	0.00	101.51
	22208	10/11/2022	V01370	McGraw-Hill School Education Holdings, L	0.00	3,110.25
	22209	10/11/2022	V61444	Morgan Stanley	0.00	46,110.00
	22210	10/11/2022	V21005	MSC Industrial Supply Co.	0.00	359.55
	22211	10/11/2022	V53738	ODP Business Solutions	0.00	58.20
	22212	10/11/2022	V60983	OMNI Group, The	0.00	14.00
	22213	10/11/2022	V60803	Prestwick House, Inc	0.00	568.25
	22214	10/11/2022	V60735	RPS Associates of N.E. Inc.	0.00	1,075.00
	22215	10/11/2022	V61634	Savvas Learning Company LLC	0.00	5,050.00
	22216	10/11/2022	V00615	Scholastic Inc	0.00	1,203.18
	22217	10/11/2022	V62827	School Posters	0.00	290.85
	22218	10/11/2022	V01292	School Specialty, LLC	0.00	49.55
	22219	10/11/2022	V61387	Shipman & Goodman, LLP	0.00	565.00
	22220	10/11/2022	V00886	Somers Lunch Program	0.00	200.00
	22221	10/11/2022	V01591	Town of Somers	0.00	10,590.59
	22222	10/11/2022	V02225	Staples	0.00	72.49
	22223	10/11/2022	V61080	Super Teacher Worksheets	0.00	375.00
	22224	10/11/2022	V60394	SWAN Associates Inc	0.00	534.20
	22225	10/11/2022	V53615	Thurston Foods, Inc.	0.00	2,983.20
	22226	10/11/2022	V60356	TPC Associates, Inc	0.00	1,943.00
	22227	10/11/2022	V62741	UltimateSLP	0.00	528.48

# Somers Board of Education General Budget Treasury Warrant

Report # 76639

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	22228	10/11/2022	V62722	United Healthcare Insurance Company	0.00	193,954.42
	22229	10/11/2022	V54059	Verizon Wireless	0.00	458.27
	22230	10/11/2022	V53413	W.B. Mason Co., Inc.	0.00	490.47
	22231	10/11/2022	V61410	Cardmember Service	0.00	895.60
	22232	10/11/2022	V60745	Wickham Invitation	0.00	200.00
	22233	10/11/2022	V02738	William V. MacGill & Co.	0.00	442.22
<b>Totals:</b>					0.00	\$336,510.80

63 Checks Listed.

# Somers Board of Education General Journal Register

Report # 76637  
Batch: 49580  
Transaction: N/A  
Show Summary Only: Yes

Batch # 49580	Control Total \$336,510.80	Status Posted	Created By Ibergamini	Created On 10/03/2022	Last Updated By Ibergamini	Last Updated On 10/06/2022
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Period, Fiscal Year	Account Number	Account Description	DTF	Over	Debits	Credits
<b>General Ledger Distribution Summary</b>						
<b>October, 2023</b>						
<b>Generated Distributions</b>						
10-000-0-0-00-000-241-00-0-00000		ENCUMBRANCE CONTROL			333,265.78	0.00
10-000-0-0-00-000-241-00-0-00000		RESERVE FOR ENCUMBRANCE			0.00	333,265.78
		Total Generated Distributions			<b>\$333,265.78</b>	<b>\$333,265.78</b>
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000		ACCOUNTS PAYABLE			3,150.00	0.00
10-000-0-0-00-000-241-00-0-00000		ACCOUNTS PAYABLE			0.00	339,660.80
10-100-2-2-14-241-611-01-5-00155		K-5 - GENERAL SUPPLIES			485.91	0.00
10-100-2-2-20-242-611-01-5-00169		K-5 - MUSIC SUPPLIES			57.14	0.00
10-100-2-3-02-242-611-01-5-00164		MA - ART SUPPLIES			49.55	0.00
10-100-2-3-20-214-112-01-5-01706		MA - MUSIC INST COACHES			375.00	0.00
10-100-2-3-30-242-611-01-5-00210		MA - SOCIAL STUDIES SUPPLIES			1,203.18	0.00
10-100-2-4-14-241-611-01-5-00159		HS - GENERAL SUPPLIES			294.78	0.00
10-100-2-4-26-242-611-01-5-01070		HS - ENGLISH SUPPLIES			1,071.95	0.00
10-100-2-4-28-242-611-01-5-00206		HS - SCIENCE SUPPLIES			13.01	0.00
10-100-2-4-30-220-641-01-5-00125		HS - SOCIAL STUDIES TEXTBOOKS			3,110.25	0.00
10-100-2-4-38-242-611-01-5-00181		HS - QUANTITY FOODS SUPPLIES			2,983.20	0.00
10-100-8-2-66-910-730-01-5-00603		K-5 - CAPITAL OUTLAY		Yes	369.91	0.00
10-100-8-3-66-910-730-01-5-00818		MA - CAPITAL OUTLAY			35.88	0.00
10-100-8-3-66-910-730-01-5-01335		MA - TECH ED CAPITAL OUTLAY			1,075.00	0.00
10-120-9-9-98-241-611-01-5-00160		SP ED - GENERAL SUPPLIES			200.00	0.00
10-120-9-9-98-251-580-05-5-00272		SP ED - TRAVEL/IN-SERVICE			35.00	0.00
10-120-9-9-98-910-730-04-5-00748		SPEC. ED. - OFF. CAP. OUTLAY			929.05	0.00
10-120-9-9-98-955-330-02-5-01674		SP ED - CONTRACTED SERVICES			3,971.00	0.00
10-210-2-5-32-242-611-01-5-01681		SW - PBIS SUPPLIES			290.85	0.00
10-213-3-4-48-421-323-02-5-01146		SW HEALTH SUPPLIES			1,071.87	0.00
10-215-9-9-94-242-611-02-5-00217		K-5 - SPEECH/HEARING SUPPLIES			528.48	0.00
10-221-1-4-52-231-690-05-5-00283		HS - PROFESSIONAL LIBRARY		Yes	50.00	0.00
10-221-2-5-50-251-322-01-5-00300		CURRICULUM DEVELOPMENT			8,200.00	0.00
10-221-2-5-50-251-322-01-5-00300		CURRICULUM DEVELOPMENT			0.00	3,150.00
10-222-2-2-52-231-642-03-5-00136		K-5 - LIBRARY BOOKS			589.01	0.00

# Somers Board of Education General Journal Register

Report # 76637

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
49580	\$336,510.80	Posted	Ibergamini	10/03/2022	Ibergamini	10/06/2022
10-222-2-2-52-231-642-03-5-00140		K-5 - NEWSPAPERS/MAGAZINES			0.00	0.00
10-222-2-3-52-231-642-03-5-00138		MA - LIBRARY BOOKS			1,602.72	0.00
10-222-2-5-14-233-611-03-5-00150		SW - EDUCATIONAL SOFTWARE			1,244.00	0.00
10-231-1-5-74-134-330-10-5-00045		B.O.E. - OTHER PROF. SERVICES			579.00	0.00
10-231-1-5-74-134-590-10-5-00648		B.O.E. - COMMUNITY RELATIONS			116.00	0.00
10-232-1-5-72-251-580-05-5-00271		CO - TRAVEL/IN-SERVICE			28.13	0.00
10-232-5-5-66-830-430-04-5-00454		CO - COPIER MAINTENANCE			1,121.57	0.00
10-240-1-2-40-258-690-04-5-00301		K-5 - OFFICE SUPPLIES			34.97	0.00
10-240-6-2-66-830-440-04-5-01011		K-5 - COPIER MAINTENANCE			314.67	0.00
10-240-6-3-66-830-440-04-5-01013		MA - COPIER MAINTENANCE			174.14	0.00
10-240-6-4-66-830-440-04-5-01015		HS - COPIER MAINTENANCE			402.04	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 - BUILDING REPAIRS			2,595.08	0.00
10-260-5-2-64-642-530-04-5-00365		K-5 - TELEPHONE			83.84	0.00
10-260-5-3-64-642-530-04-5-00363		MA - TELEPHONE			169.27	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE			791.00	0.00
10-260-5-4-42-722-430-06-5-00394		HS - ATHLETICS MAINTENANCE			1,047.00	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			99.54	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			308.96	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			101.51	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE			3,685.65	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			6,335.08	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			3,785.14	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			1,549.10	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			57.28	0.00
10-260-5-6-62-722-430-08-5-00886		SW - PLUMBING SUPPLIES			145.78	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			3,441.01	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			12,885.80	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			5,035.27	0.00
10-260-5-6-64-641-620-05-5-00373		SW - WATER			4,805.16	0.00
10-260-5-6-64-641-620-05-5-00373		SW - TRAILER RENTAL			475.00	0.00
10-260-6-4-66-722-440-08-5-00840		SW - MAINTENANCE CONTRACTS			2,543.00	0.00
10-260-6-5-62-722-430-04-5-00452		BUS FUEL			9,787.96	0.00
10-270-4-4-5-84-521-627-12-5-00327		MA - ATHLETIC TRIPS			200.00	0.00
10-279-4-3-42-530-580-06-5-00336		SW - GASOLINE SCHOOL VEHICLES	Yes		802.63	0.00
10-279-4-5-84-722-627-12-5-00341		LIFE AND AD&D INSURANCE			2,891.16	0.00
10-280-6-5-82-820-200-13-5-00512		PENSION			49,191.25	0.00
10-280-6-5-82-820-200-13-5-00855		SW - HEALTH SAVINGS ACCOUNT			193,954.42	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			286.65	0.00

# Somers Board of Education General Journal Register

Report # 76637

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
49580	\$336,510.80	Posted	Ibergamini	10/03/2022	Ibergamini	10/06/2022
Total User-Entered Distributions <u>\$342,810.80</u> <u>\$342,810.80</u> Total for October, 2023 <u>\$676,076.58</u> <u>\$676,076.58</u> Grand Total for Batch # 49580 <u>\$676,076.58</u> <u>\$676,076.58</u>						

234 Transactions Listed.

*A new mandated policy.*

## **Personnel -- Certified**

### **Minimum Duty-Free Lunch Periods for Teachers**

The Board of Education, in compliance with P.A. 22-80, shall provide a minimum 30-minute uninterrupted lunch period for teachers and other certified staff.

Legal Reference: Connecticut General Statutes

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

**Adopted:**

## STUDENTS

### Elementary and Secondary - Attendance:

Regular student attendance in school is essential to the educational process. Responsibility for assuring that students attend school rests by statute with the student's parent or other person having control of the child.

The district's policy on student truancy shall stress early prevention and inquiry leading to remediation of absences rather than imposition of punitive measures for students. Referral to legal authorities normally shall be made only when local resources are exhausted. For purposes of implementing this policy and for reporting purposes regarding truancy, the District will utilize the State Board of Education approved definitions of "excused," "unexcused," and "disciplinary" absences.

"Truant" shall mean a student age five to eighteen, inclusive, who has four unexcused absences in any one month, or ten unexcused absences in one school year.

"In attendance" shall mean a student if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

"Chronically absent child" is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

"Absence" means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education or an in-school suspension that is greater than or equal to one-half of a school day.

"District chronic absenteeism rate" means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

"School chronic absenteeism rate" means the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

### Remediation of Truancy

School personnel shall seek cooperation from parents or other persons having control of such child and assist them in remedying and preventing truancy. The Somers Board of Education, through its superintendent, will adopt and maintain procedures to:

1. Notify parents annually of their obligations under the attendance policy.
2. Obtain telephone numbers for emergency record cards or other means of contacting parents or other persons having control of the child during the school day.
3. Establish a system to monitor student attendance.
4. Make a reasonable effort by telephone and by mail to notify parents or other persons having control of the child, enrolled in grades one through eight, inclusive, when a child does not arrive at school and there has been no previously approval or other indication, which indicates parents are aware of the absence. (Note: Persons who in good faith give or fail to give notice pursuant to this section shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have immunity with respect to any judicial proceeding which results from such notice or failure to give notice.)
5. Identify a student as "truant" when the student accumulates four unexcused absences in any month or ten in a school year.
6. Identify a student as "chronically absent" when the student accumulates a total number of absences at any time during a school year that is equal to or greater than ten percent of the total number of days that such student has been enrolled at the school during the school year.
7. Appropriate school staff meet with parents of a child identified as truant or chronically absent to review and evaluate the situation, within ten days of such designation. Such meeting may involve the school or District

Attendance Team.

8. When a petition is filed, an educational evaluation of the truant student shall be done by appropriate school personnel if no such evaluation has been performed within the preceding year.
9. Provide coordination of services and refer "truants" to community agencies, which provide family services.
10. If in existence, refer the child to the children's probate court truancy clinic.
11. Provide the notice to the parents/guardian the information concerning the 2-1-1 Infoline and other pediatric mental and behavioral health screening sources and tools provided by the State Department of Education.

Students so identified may be subject to:

- (a) retention in the same grade to acquire necessary skills for promotion or retention.
  - (b) a requirement to complete a summer school program successfully before being promoted to the next grade.
- 
1. When a petition is filed, an educational evaluation of the truant student shall be done by appropriate school personnel if no such evaluation has been performed within the preceding year.
  2. Provide coordination of services and refer "truants" to community agencies which provide child and family services.
  3. If in existence, refer the child to the children's probate court truancy clinic.

Legal Reference: Connecticut General Statutes

10-184 Duties of parents. (~~as amended by PA 98-243 and PA 00-157~~)

10-198a Policies and procedures concerning truants (~~as amended by PA 00-157 and P.A. 11-136 and PA 16-147~~)

10-199 through 10-202 Attendance, truancy in general. (~~Revised, 1995, PA 95-304~~)

45a-8c Truancy clinic. Administration. Policies and procedures. Report. (~~as amended by PA 15-225~~)

10-220(c) Duties of boards of education (~~as amended by PA 15-225~~)

10-202e f Policy on dropout prevention and grant program.

10-221(b) Board of education to prescribe rules. Campbell v New Milford, 193 Conn 93 (1984).

Action taken by the State Board of Education on January 2, 2008, to define "attendance."

Action taken by the State Board of Education on June 27, 2012, to define "excused and "unexcused" absences.

PA 15-225 An Act Concerning Chronic Absenteeism.

Cross Reference: DBS CODE: 5113

**Adopted: July 1, 1991**

**Revised: June 8, 2009**

**January 11, 2016**

**January 9, 2017**

**September 10, 2018**

**BYLAWS OF THE BOARD**

**Time, Place, Notification of Meetings**

Meeting Conduct, Order of Business

The regular order of business shall include, but not be limited to, all of the following, in the order given:

1. Call to Order
2. Pledge of Allegiance
3. Awards & Recognitions
4. Approval of Minutes
5. [Administrative](#) Reports
6. Opportunity to Add/Delete Agenda Item
7. Consent Agenda
8. Old Business
9. New Business
10. Committee reports
11. [CABE/CREC/State Dept of Ed.](#)
12. Audience to Citizens/Staff/Students
13. Adjournment

Upon the affirmative vote of two-thirds of the members, any subsequent business not included in the filed agenda may be added under section ~~5~~ [6](#) and acted upon at the meeting.

**Adopted: March 23, 1981**

**Revised: February 22 1982**

**February 24, 1992**

**November 22, 1999**

**November 26, 2001**

**March 25, 2019**

**November 22, 2021**

**2022-2023**

**Monthly Report**

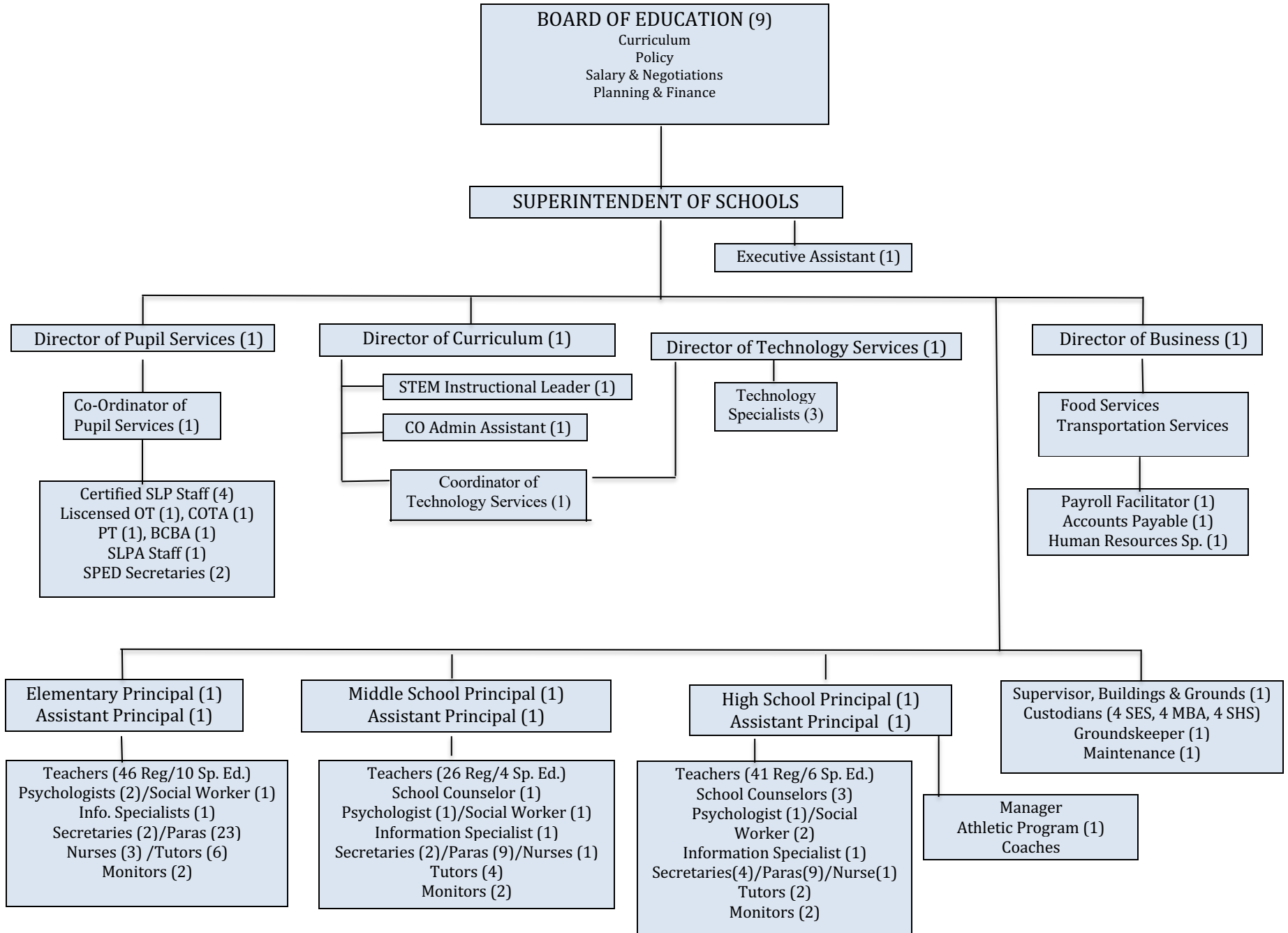
(Through 9/30/2022 Payroll)

CATEGORY	ITEM	FY22 Expenditures	Approved Budget	Actual Expenditures	Encumbered	Total Projection	Variance	% +/-
Salaries	Teachers	10,952,607	11,216,622	1,352,267	9,721,601	11,073,869	142,753	1.27%
	Secretaries/Paraprofessionals	2,014,051	2,043,495	398,472	1,609,705	2,008,177	35,318	1.73%
	Administrators	1,628,490	1,637,426	456,822	1,080,817	1,537,639	99,787	6.09%
	Custodians/Maintainers	889,071	916,864	244,843	583,179	828,022	88,842	9.69%
	Other Instructional	601,010	558,193	147,992	408,373	556,365	1,828	0.33%
	Nurses	272,140	270,533	34,682	233,486	268,168	2,365	0.87%
	Medical Advisor	1,500	1,500	1,500	0	1,500	-	0.00%
	<b>SUBTOTAL</b>	<b>16,358,868</b>	<b>16,644,633</b>	<b>2,636,578</b>	<b>13,637,162</b>	<b>16,273,740</b>	<b>370,893</b>	<b>2.23%</b>
Insurance & Benefits	Health Insurance	2,952,933	3,509,640	907,404	2,248,463	3,155,866	353,774	10.08%
	Social Security	529,987	518,200	109,048	419,071	528,119	(9,919)	-1.91%
	Pension	205,303	205,938	2,375	203,563	205,938	-	0.00%
	Worker's Comp	98,993	106,000	47,763	48,237	96,000	10,000	9.43%
	Property / Liability	95,233	110,025	51,995	44,030	96,025	14,000	12.72%
	Long Term Disability	46,693	46,000	15,351	30,649	46,000	-	0.00%
	Life Insurance	31,569	30,000	7,402	22,598	30,000	-	0.00%
	School Board Legal	10,000	10,000	5,000	5,000	10,000	-	0.00%
	Unemployment	35	15,000	0	15,000	15,000	-	0.00%
	OPEB	32,300	25,902	0	25,902	25,902	-	0.00%
<b>SUBTOTAL</b>	<b>4,003,046</b>	<b>4,576,705</b>	<b>1,146,338</b>	<b>3,062,512</b>	<b>4,208,850</b>	<b>367,855</b>	<b>8.04%</b>	
Tuition	Special Education	735,529	1,119,469	70,063	523,971	594,034	525,435	46.94%
	Non-Special Education	153,825	162,450	16,159	119,400	135,559	26,891	16.55%
	<b>SUBTOTAL</b>	<b>889,355</b>	<b>1,281,919</b>	<b>86,222</b>	<b>643,371</b>	<b>729,593</b>	<b>552,326</b>	<b>43.09%</b>
Transportation	Regular Transportation	931,387	813,046	2,306	859,910	862,216	(49,170)	-6.05%
	Special Education Transportation	314,267	375,300	19,901	355,099	375,000	300	0.08%
	Athletics/Field Trips	50,719	40,350	716	39,634	40,350	-	0.00%
	<b>SUBTOTAL</b>	<b>1,296,372</b>	<b>1,228,696</b>	<b>22,924</b>	<b>1,254,642</b>	<b>1,277,566</b>	<b>(48,870)</b>	<b>-3.98%</b>
Utilities	Electricity	547,952	418,000	80,166	411,534	491,700	(73,700)	-17.63%
	Fuel	156,148	130,635	0	188,000	188,000	(57,365)	-43.91%
	Telephones	33,339	44,000	6,292	21,545	27,837	16,163	36.73%
	<b>SUBTOTAL</b>	<b>737,440</b>	<b>592,635</b>	<b>86,458</b>	<b>621,079</b>	<b>707,537</b>	<b>(114,902)</b>	<b>-19.39%</b>
Maintenance	General/Dept Maint	752,480	588,585	192,114	396,471	588,585	-	0.00%
	Custodial Supplies	42,519	32,000	41,329	1,695	43,024	(11,024)	-34.45%
	<b>SUBTOTAL</b>	<b>794,999</b>	<b>620,585</b>	<b>233,443</b>	<b>398,166</b>	<b>631,609</b>	<b>(11,024)</b>	<b>-1.78%</b>
Instructional Resources	Books, Textbooks, Workbooks	113,082	131,960	68,661	126,688	195,349	(63,389)	-48.04%
	Technology AV Materials	112,324	94,360	98,230	2,054	100,284	(5,924)	-6.28%
	General & Dept Supplies	127,096	172,070	35,353	31,054	66,407	105,663	61.41%
	<b>SUBTOTAL</b>	<b>352,502</b>	<b>398,390</b>	<b>202,244</b>	<b>159,795</b>	<b>362,040</b>	<b>36,350</b>	<b>9.12%</b>
Extracurricular	Coaches	184,453	196,253	31,967	172,062	204,029	(7,776)	-3.96%
	Activity Advisors	41,587	62,971	0	62,971	62,971	-	0.00%
	Athletic/Academic Act	89,454	90,300	2,624	87,676	90,300	-	0.00%
	<b>SUBTOTAL</b>	<b>315,494</b>	<b>349,524</b>	<b>34,591</b>	<b>322,709</b>	<b>357,300</b>	<b>(7,776)</b>	<b>-2.22%</b>
Equipment	New and Replacement	295,824	380,990	110,282	241,240	351,522	29,468	7.73%
Admin Overhead	Postage, Dues, Travel, BOE Exp., Office Supplies, etc.	156,056	196,695	37,546	118,249	155,795	40,900	20.79%
COVID	Pandemic-related supplies	27,682	0	0	0	0	-	-%
<b>GRAND TOTAL</b>		<b>25,227,638</b>	<b>26,270,772</b>	<b>4,596,625</b>	<b>20,458,926</b>	<b>25,055,551</b>	<b>1,215,221</b>	<b>4.63%</b>

As of 9/30/2022



SOMERS PUBLIC SCHOOLS – 2022-2023 ORGANIZATIONAL CHART





# Somers Board of Education Administrative Report

Title of Report: Recording and Live Streaming of BOE Meetings

Action

Report

Information

Discussion

Submitted by: Rob Wilson, Director of Technology and Information Services

### ***Executive Summary***

The Board of Education is interested in exploring the possibility of live streaming and recording BOE Meetings.

### ***Report***

The recommended solution creates a reliable and easy-to-use environment so Board of Education meetings located in the Central Office Board of Education Chambers can be live streamed via the district's YouTube channel.

#### **Equipment**

Camera - Axis P3265-V Dome Camera (Ceiling Mounted)

Additional Microphone - Axis TU1001-V Microphone (Ceiling Mounted)

#### **Hardware Installation**

Sonitrol will deliver and install the camera and microphone. Sonitrol currently installs and manages our security camera system so they have a strong knowledge of our facilities.

#### **Streaming Software**

CamStreamer - the software runs on the camera itself so there is no need for an external computer to manage the stream. Live-streams can be configured to start and stop at a scheduled time.

#### **Live Viewing and Playback**

The meetings will stream live to the Somers YouTube channel. The channel regularly streams sporting events that are on the turf field or inside the high school gymnasium. The channel has also been used for graduation and promotion ceremonies, chorus and band concerts, and district spirit videos. When the live stream is completed, YouTube will process the video and then make it available for playback (usually within a few hours but it depends on the length of the meeting).



## Somers Board of Education Administrative Report

### **Cost**

Equipment and Installation - \$2,560

Installer Travel Fee - \$55

Streaming Software License - \$299

**Total one-time cost - \$2,914**

Monthly Cost - \$32 (for maintenance of the camera by Sonitrol)

### **Installation Timeline**

The normal lead time for delivery of equipment and installation by Sonitrol is 3-4 weeks. However, it must be noted that some cameras are backordered on occasion so we will not be able to confirm a timeline until the order is actually placed.